

**A RESOLUTION
BY FINANCE/ EXECUTIVE COMMITTEE**

07- R -0471

A RESOLUTION AUTHORIZING THE MAYOR OR HER DESIGNEE TO ENTER INTO A COOPERATIVE PURCHASING AGREEMENT PURSUANT TO CHAPTER 2, ARTICLE X, DIVISION 15, SECTION 2-1601 ET. SEQ., OF THE CITY OF ATLANTA CODE OF ORDINANCES, UTILIZING FEDERAL CONTRACT # GS-04P-06-EWC-0048 WITH THE UNITED STATES GENERAL SERVICES ADMINISTRATION, TO AUTHORIZE MAINSTATION INC. D/B/A CARLYLE'S CORPORATE FOOD SERVICE TO PROVIDE CAFETERIA SERVICES AT ATLANTA CITY HALL, ON BEHALF OF THE CITY OF ATLANTA OFFICE OF GENERAL SERVICES; ALL RENTAL PAYMENTS TO BE DEPOSITED TO FUND ACCOUNT AND CENTER NUMBER 1A01 (GENERAL FUND) 462311 (FOOD DRINK AND NOTIONS) B00001 (REVENUE CENTER); AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta's Office of General Services desires to enter into a cooperative purchasing agreement for the management and operation of the cafeteria at Atlanta City Hall; and

WHEREAS, said agreement is for a period of three (3) years with two (2) one (1) year renewal options; and

WHEREAS, Chapter 2, Article X, Division 15, Section 2-1601 et. seq. of the City of Atlanta Code of Ordinances authorizes the Chief Procurement Officer to participate in a cooperative purchasing agreement for the procurement of supplies, services, or construction with one or more public procurement units in accordance with an agreement entered into between the participants; and

WHEREAS, the Director of the Office of General Services and the Chief Procurement Officer recommend utilizing Federal Contract # GS-04P-06-EWC- 0048 with the United States General Services Administration for the management and operation of the cafeteria located at Atlanta City Hall.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor is authorized to enter into an appropriate contractual agreement with Mainstation Inc. d/b/a Carlyle's Corporate Food Service, at a rental rate of Twenty Five Dollars (\$25.00) per month, for the management and operation of the cafeteria at Atlanta City Hall.

BE IT FURTHER RESOLVED, that all funds collected shall be deposited to Fund, Account and Center Number 1A01 (General Fund) 462311 (Food Drink & Notions) B00001 (Revenue Center).

BE IT FURTHER RESOLVED, that said agreement shall be for period of three (3) years with two (2) one- year (1) year renewal options.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer is directed to prepare the appropriate Agreement for execution by the Mayor.

BE IT FINALLY RESOLVED, that the Agreement will not become binding upon the City and the City will incur no obligation or liability under it until it has been approved by the City Attorney as to form, executed by the Mayor, attested to by the Municipal Clerk, and delivered to the contracting parties.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: Finance/ Executive Committee

Caption: A RESOLUTION AUTHORIZING THE MAYOR OR HER DESIGNEE TO ENTER INTO A COOPERATIVE PURCHASING AGREEMENT PURSUANT TO CHAPTER 2, ARTICLE X, DIVISION 15, SECTION 2-1601 ET. SEQ., OF THE CITY OF ATLANTA CODE OF ORDINANCES, UTILIZING FEDERAL CONTRACT # GS-04P-06-EWC-0048 WITH THE UNITED STATES GENERAL SERVICES ADMINISTRATION, TO AUTHORIZE MAINSTATION INC. D/B/A CARLYLE'S CORPORATE FOOD SERVICE TO PROVIDE CAFETERIA SERVICES AT ATLANTA CITY HALL, ON BEHALF OF THE CITY OF ATLANTA OFFICE OF GENERAL SERVICES; ALL RENTAL PAYMENTS TO BE DEPOSITED TO FUND ACCOUNT AND CENTER NUMBER 1A01 (GENERAL FUND) 462311 (FOOD DRINK AND NOTIONS) B00001 (REVENUE CENTER); AND FOR OTHER PURPOSES.

Council Meeting Date: March 5, 2007

Requesting Dept.: Office of General Services

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

A RESOLUTION BY

CITY UTILITIES COMMITTEE

A RESOLUTION AUTHORIZING THE MAYOR OR HER DESIGNEE TO ENTER INTO A COOPERATIVE PURCHASING AGREEMENT PURSUANT TO SECTION 2-1606 OF THE PROCUREMENT AND REAL ESTATE CODE OF THE CITY OF ATLANTA WITH THE UNITED STATES GOVERNMENT, GENERAL SERVICES ADMINISTRATION ON BEHALF OF THE CITY OF ATLANTA -OFFICE OF GENERAL SERVICES. THIS COOPERATIVE PURCHASING AGREEMENT WILL AUTHORIZE THE FOOD SERVICE PROVIDER OF THE UNITED STATES, GENERAL SERVICE ADMINISTRATION; (MAINSTATION INC. D/B/A CARLYLE'S CORPORATE FOOD SERVICE) TO ESTABLISH MANAGE AND OPERATE THE CAFETERIA IN CITY HALL FOR A TERM OF 3 YEARS WITH (2) ONE YEAR RENEWAL OPTIONS; OF ALL MONIES GENERATED SHALL BE DEPOSITED INTO FUND ACCOUNT AND CENTER NUMBER 1A01-462311-B00001 (FOOD, DRINK AND NOTIONS REVENUE CENTER).

2. Please provide background information regarding this legislation.

This legislation is needed in order for the City of Atlanta to enter into a cooperative agreement on behalf of the Office of General Service. This cooperative purchasing agreement will authorize the food service provider (Mainstation Inc. D/B/A Carlyle's with the United States Government, General Services Administration) to establish, manage and operate the cafeteria in City Hall.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** –Non-Professional Service
- (b) **Source Selection:** Intergovernmental Agreement
- (c) **Bids/Proposals Due:**
- (d) **Invitations Issued:**
- (e) **Number of Bids:**
- (f) **Proposals Received:**
- (g) **Bidders/Proponents:**
- (h) **Term of Contract:** 3 years with (2) one- year (1) renewal options

4. Fund Account Center: 1A01-462311-B00001 (FOOD, DRINK AND NOTIONS REVENUE CENTER)

5. Source of Funds: *Example: Local Assistance Grant:* This will be a revenue generating contract funds will be deposited into 1A01-462311-B00001 (FOOD, DRINK AND NOTIONS REVENUE CENTER).

Fiscal Impact: The fiscal impact is the proponent will pay the City of Atlanta – Office of General Services a \$25.00 per month rental fee to be deposited into the above referenced Fund, Account and Center number.

7. Method of Cost Recovery: .N/A

This Legislative Request Form Was Prepared By: Perceta Watkins

Legislation White Paper

Committee of Preview:

Finance/Executive

Caption:

Council Meeting Date:

March 5, 2007

Legislation Title:

A RESOLUTION AUTHORIZING THE MAYOR OR HER DESIGNEE TO ENTER INTO A COOPERATIVE PURCHASING AGREEMENT PURSUANT TO CHAPTER 2, ARTICLE X, DIVISION 15, SECTION 2-1601 ET. SEQ., OF THE CITY OF ATLANTA CODE OF ORDINANCES, UTILIZING FEDERAL CONTRACT # GS-04P-06-EWC-0048 WITH THE UNITED STATES GENERAL SERVICES ADMINISTRATION, TO AUTHORIZE MAINSTATION INC. D/B/A CARLYLE'S CORPORATE FOOD SERVICE TO PROVIDE CAFETERIA SERVICES AT ATLANTA CITY HALL, ON BEHALF OF THE CITY OF ATLANTA OFFICE OF GENERAL SERVICES; ALL RENTAL PAYMENTS TO BE DEPOSITED TO FUND ACCOUNT AND CENTER NUMBER 1A01 (GENERAL FUND) 462311 (FOOD DRINK AND NOTIONS) B00001 (REVENUE CENTER); AND FOR OTHER PURPOSES.

Requesting Department:

Office of General Services

Contract Type:

Food Service

Source Selection:

Intergovernmental Agreement (IGA)

Bids/Proposals Due:

Not Applicable

Invitations Issued:

Not Applicable

Bids/Proposals Received:

Not Applicable

Bidder/Proponents:

Mainstation INC. D/B/A Caryle's Corporate Food Service

Justification Statement:

The current service provider has opted not to enter into renewal agreement number 2, however there is a need for a contractor to manage and operate the cafeteria. The option is to close the cafeteria in order to bid the service out. This is a lengthy process. The other option is to enter into an IGA.

Background:

This legislation is needed in order for the City of Atlanta to enter into a cooperative agreement on behalf of the Office of General Services. This cooperative agreement will authorize the food service provider (Mainstation Inc. D/B/A Caryle's with the United States Government, General Services Administration) to establish, manage and operate the cafeteria in City Hall.

Fund Account Center:

1A01-462311-B00001 (Food, Drink & Notions Revenue Center)

Fiscal Impact (if any):

The fiscal impact is the proponent will pay the City of Atlanta-Office of General Services a \$25.00 per month rental fee to be deposited into the above referenced Fund, Account and Center number.

Term of Contract:

Shall be for a term of three (3) years with two (2) one year renewal options.

Method of Cost Recovery:

Not Applicable

Prepared By:

Labat Yancey, Contracting Officer, (404) 865-8414

Contract Number:

GS-04P-06-EWC-0048

CITY OF ATLANTA
DEPT. OF PROCUREMENT
2007 JAN 32 AM 9:46



CITY OF ATLANTA

SUITE 1225
55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 330-6225 Fax: (404) 658-7787
Internet Home Page: www.atlantaga.gov

Shirley Franklin
Mayor

OFFICE OF THE MAYOR
Chief Operating Officer
Lynnette W. Young

OFFICE OF GENERAL SERVICES
Acting Director
Mike Williams

January 31, 2007

TO: Adam Smith, Chief Procurement Officer
Department of Procurement

FROM: Mike Williams, Acting Director *mw*
Office of General Services

RE: Cooperative Purchasing Agreement

Please prepare the necessary documentation so that the Office of General Services can enter into a Cooperative Purchasing Agreement with the United States Government, General Services Administrations' food service provider; Mainstation Inc. D/B/A/ Carlyle's Corporate Food Service, per the terms and conditions of contract number GS-04P-06-EWC-0048.

The purpose of this Cooperative Purchasing Agreement is for Mainstation Inc. D/B/A/ Carlyle's Corporate Food Service is to establish, manage, and operate cafeteria services at Atlanta City Hall. We have interviewed the contractor, site visits were made to several of there operations. The contractor has made numerous concessions to accommodate the requirements of the COA. It is our contention that Carlyle's would best meet the needs of the City of Atlanta.

As always, thank you for your continued support.

Cc: David Chapman, Assistant Director
Keith Brooks, Contract Administrator
Labat Yancey, Contracting Officer



GSA Southeast Sunbelt Region

June 9, 2006

Mainstation Inc.
(d/b/a) Carlyle's Corporate Food Service
1700 Commerce Drive - Building C
Atlanta, GA 30318

RE: **NOTICE TO PROCEED**
Contract No. GS-04P-06-EWC-0048
Cafeteria Food Services
Peachtree Summit Federal Building
Atlanta, Georgia

Dear Sir/Madam:

All required reporting documents have been received and accepted on behalf of the United States Government and hereby give notice to proceed with work. The term of the contract is July 10, 2006 through July 9, 2011.

Please indicate your acceptance of this NTP by signing below and returning all copies to this office. A copy will be returned for your files.

If you have any questions, please contact Judy Lee at (404) 224-2293.

Sincerely,

Susan J. Odom
Contracting Officer
GSA Property Management Division (4PM)

ACKNOWLEDGEMENT:

I hereby acknowledge receipt of this notice

W. Byrd - President
Name & Title

6/15/06
Date

U.S. General Services Administration
401 West Peachtree Street, NW
Atlanta, GA 30308
www.gsa.gov

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Legislative Counsel (Signature): Simone D. Brathwaite

Contact Number: x 6310

Originating Department: Office of General Services

Committee(s) of Purview: Finance/ Executive Committee

Council Deadline: February 16, 2007

Committee Meeting Date(s): February 27-28, 2007 Full Council Date: March 5, 2007.

Commissioner Signature

Chief Procurement Officer

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR OR HER DESIGNEE TO ENTER INTO A COOPERATIVE PURCHASING AGREEMENT PURSUANT TO CHAPTER 2, ARTICLE X, DIVISION 15, SECTION 2-1601 ET. SEQ., OF THE CITY OF ATLANTA CODE OF ORDINANCES, UTILIZING FEDERAL CONTRACT # GS-04P-06-EWC-0048 WITH THE UNITED STATES GENERAL SERVICES ADMINISTRATION, TO AUTHORIZE MAINSTATION INC. D/B/A CARLYLE'S CORPORATE FOOD SERVICE TO PROVIDE CAFETERIA SERVICES AT ATLANTA CITY HALL, ON BEHALF OF THE CITY OF ATLANTA OFFICE OF GENERAL SERVICES; ALL RENTAL PAYMENTS TO BE DEPOSITED TO FUND ACCOUNT AND CENTER NUMBER 1A01 (GENERAL FUND) 462311 (FOOD DRINK AND NOTIONS) B00001 (REVENUE CENTER); AND FOR OTHER PURPOSES.

FINANCIAL IMPACT: Contractor will pay a rental fee of \$25.00 per month to the City.

Mayor's Staff Only

Received by Mayor's Office:

(date)

Reviewed by:

(date)

Submitted to Council:

(date)